

# **ESSEX REGIONAL RETIREMENT SYSTEM**

491 Maple Street, Suite 202, Danvers MA 01923

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Charles E. Kostro  
Executive Director

**Board Members:**  
H. Joseph Maney, Chair  
Susan J. Yaskell, Vice Chair  
Alan J. Benson  
Kevin A. Merz  
Vincent R. Malgeri

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## **REQUEST FOR PROPOSALS**

**Essex Regional Retirement System**  
**491 Maple Street, Building 200**  
**Danvers, MA 01923**

### **Actuarial Consulting Services**

The Essex Regional Retirement System Board (Board) is seeking proposals for the provision of actuarial consulting services. The selected Offeror will conduct valuation studies per the schedule in this Request for Proposals (RFP), as well as provide annual reports in accordance with the Government Accounting Standards Board (GASB) bulletins 67 and 68. In order to receive a copy of this RFP you must contact:

Charles E. Kostro  
Executive Director  
Essex Regional Retirement System  
491 Maple Street  
Building 200 – Suite 202  
Danvers, MA 01923  
(978) 739-9151, x105  
Email: [ckostro@essexrrs.org](mailto:ckostro@essexrrs.org)

This RFP will be available at the ERRS offices located at 491 Maple Street, Building 200, Suite 202, Danvers, MA 01923. Regular ERRS business hours are: Monday to Friday, 8:30 a.m. to 4:30 p.m. The RFP may be picked up at the ERRS office or emailed at no charge. The RFP will be sent via U.S. mail upon request and upon receipt of a certified check or cash in the amount of \$25.00. The RFP will be available beginning at 8:30 a.m. on July 21, 2017.

The ERRS Board reserves the right to cancel this procurement at any time for any reason and to reject any proposal or any part thereof. No agreement shall be entered into pursuant to this RFP unless upon a majority vote of the Board and the determination as to whether or not to make an award as a result of this RFP shall be at the sole and absolute discretion of the Board.

**Responses to this RFP must be submitted on or before 2:00 p.m. Eastern Standard Time on Friday, September 15, 2017.**